



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

May 22, 2008

Dear Colleague:

The Michigan Department of Education (MDE) is pleased to announce the availability of the application for school administrator certificate endorsement programs to be offered by professional associations. PA 335 of 2006 authorizes "established state professional organizations" (served members on a statewide basis for at least 10 years) to offer enhanced or specialty endorsements for school administrator certificates through programs approved by MDE, based on alignment with state board approved preparation standards.

Specialty endorsement programs must be performance-based in specific areas of administration. Enhanced endorsement programs must be both performance and impact-based.

Attached is the application packet for specialty and enhanced endorsements for **school level administrators only**; it also will be available online on May 28, 2008 at: http://www.michigan.gov/mde/0,1607,7-140-6530_5683_30306---,00.html

Applications for central office and superintendent endorsement programs cannot be submitted at this time, as the draft standards for these programs are currently under review. When the standards have been approved by the State Board of Education, the MDE will forward the application information to professional associations.

The application deadline for school level endorsement programs is July 31, 2008 for the initial round of reviews. The school level endorsement programs must address the performance elements of the "Standards for Preparation of School Principals." Applications will be reviewed by August 29, 2008 with notification to applicants by September 19, 2008. Applications will remain available online and must be submitted for the second round of reviews by November 28, 2008. The second round of reviews will be completed by December 23, 2008 with notification to applicants by January 9, 2009.

The MDE's Office of Professional Preparation Services will conduct a technical assistance and information session to discuss the details for the application process on Tuesday, June 3, 2008 from 9:00 a.m. to 12:00 p.m. in Conference Room A of the Michigan Association of School Boards Office in Lansing.

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608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • (517) 373-3324

Please email the names and contact information for individuals who will participate in this session by May 30, 2008 to Claudia Nicol at nicolc@michigan.gov or complete the attached registration form for each participant and fax to (517) 373-0542. Please contact Donna L. Hamilton at HamiltonD3@michigan.gov or (517) 241-4546 if you have questions or need additional information.

I look forward to your participation in this new initiative.

Sincerely,

A handwritten signature in cursive script that reads "Sally Vaughn".

Sally Vaughn, Ph.D.
Deputy Superintendent/Chief Academic Officer

Enclosure

c: Flora L. Jenkins
Catherine B. Smith
Donna L. Hamilton



**School Administrator Certification
Endorsement Programs
Technical Assistance and Information Session**

**June 3, 2008, 9:00 a.m. – 12:00 p.m.
Michigan Association of School Boards
1001 Centennial Way, Conference Room A
Lansing, Michigan**

Registration Due: May 30, 2008

ATTN: Claudia Nicol

FAX: (517) 373-0542

Name: _____

Organization: _____

Contact Information

Address: _____

City: _____ Zip: _____

E-Mail: _____

Contact Claudia Nicol @ (517) 335-1151 or NicolC@michigan.gov if further information is needed.